

# Harmony in Blue General Requirements

## **ARRIVAL**

The performance hall should be available three hours prior to the scheduled performance. The exact set-up time will be determined at least two weeks prior to the event. A facility manager must be present at the facility from the beginning of the load-in through the end of the load out.

### **PARKING FACILITIES**

Parking spaces are required for Band vehicles at the venue. The jazz band presently uses one touring bus and one 26-foot truck.

### STAGE REQUIREMENTS

Minimum stage dimensions of 36 feet wide by 20 feet deep are required. 12 chairs (no arms) are required and should be easily accessible from the stage. Please ensure the space is clear and unobstructed prior to the jazz band's arrival. Additionally, adequate and secure storage for instrument cases must be made available, either backstage or in a separate room.

#### **DRESSING ROOMS**

Two separate dressing rooms are required to accommodate male and female performers. Each room should be able to hold at least 10. Any rooms that provide coat racks, mirrors, tables, and easy access to restrooms are extremely helpful. The room must be secured when not occupied by the performers.

#### **GRAND PIANO**

If there is a grand piano available, the jazz band requests to use it.